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Acting Chief, Real Estate and Construction Division/OL

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Deficiency in Air Conditioning and Heating Systems - Records Center
Addition -

1. The air conditioning and heating systems of the new addition to the Records Center Building are not delivering the capacities required by the specifications for the subject contract. This office has been in contact with the subcontractor who installed the system. However, it is thought desirable at this time to officially notify the general contractor of the deficiency and request his action to correct it. This action is taken well within the guarantee period following completion and acceptance of the general contract.

2. We have therefore prepared such a letter to the general contractor, and four copies are attached hereto. If this meets with your approval, you are requested to sign the original and one copy and forward them to the general contractor by registered mail (return receipt requested).

3. It is recommended that a copy of the letter be sent to the bonding company.

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Enclosures:

1 - Letter to general contractor (4 copies)

Distribution:

Orig. & 1 - Addressee
1 - Management staff
1 - RECD Project
1 - RECD Chrono
1 - UEB Chrono
1 - Extra

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OL/RECD ;phh/4771 (16 February 1959)

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